

WHANGAREI BOYS' HIGH SCHOOL BOARD OF TRUSTEES

**Meeting held in the Board Room
5:45pm on Tuesday 27th November 2018**

MINUTES

PRESENT: G. Atkins, K. Gilbert-Smith, S. Varney, S. McGunnigle-Trail, T. Robinson,
F. Symonds, B. Smith, V. Hill, J. Hewitt,

IN ATTENDANCE: Y. Nees (Secretary)

APOLOGIES: L. Kuraia, D. Robertson,

<u>General Meeting</u>	
1	<u>Register of Interests</u> No Additions or Alterations this month <u>Annual Plan Review Schedule 2018</u> No additions or alterations this month
2	<u>Confirmation of Minutes</u> <ul style="list-style-type: none">• 30th October 2018 Moved (via email): That the minutes of 30 th October 2018 be approved G. Atkins / T. Robinson carried 10 in favour / 0 against / 1 abstained
3	<u>Matters Arising from Minutes of Last Meeting</u> Action List - 30 th October 2018 <ul style="list-style-type: none">• Karen spoke to other members of SLT in regards to attending the IBS Conference in 2019. Whilst it was of great interest and will be considered it was also suggested that due to the cost of travelling to Canada there may be other options (PD) at less cost to the school.• Both teaching staff and students attended the strategic planning day with the Trustees. It was noted by Black Cat Consulting that they were impressed by the engagement and input from the students. Flynn is to convey this message back to the students that attended the day.
4	<u>Correspondence</u> <ul style="list-style-type: none">• NZQA Managing National Assessment Report (<i>tabled by Karen at the meeting</i>)
5	<u>Chair's Report:</u> <i>Emailed to the Trustees prior to the meeting</i> Taken as read Moved: That the Chair's report be accepted G. Atkins / T. Robinson carried 9 in favour / 0 against

6	<u>Management Reports</u>
6.1	<u>Strategic Review</u>
	<ul style="list-style-type: none"> • International Report – <i>due to a family bereavement the Director of International has been unable to submit her report</i>
6.2	<u>Regular Review:</u>
	<ul style="list-style-type: none"> • Indicators Taken as read • 2019 Draft Budget Greg spoke to the draft budget and the review conducted by the Finance Committee Moved: That the 2019 Draft Budget be approved G. Atkins / T. Robinson carried 9 in favour / 0 against • Evaluation, Inquiry & Knowledge Building for Improvement & Innovation Taken as read
6.3	<u>Emergent Review</u>
	<ul style="list-style-type: none"> • Y9 Programme update Discussion was held around the new 2018 initiative of mixed ability classes. The results being very positive. • Carruth House Report Karen spoke to the additional marketing taking place at the moment due to low numbers in the hostel for next year.
6.4	<u>Health, Safety and Wellbeing Report</u>
	Taken as read
6.5	<u>Policies</u>
	None
6.6	<u>EOTC Trips</u>
	<p>Moved: That the Sailing Team Trip to Kawau Island from the 9th to 15th December 2018 be approved. G. Atkins / T. Robinson carried 9 in favour / 0 against</p> <p><i>Tabled at the meeting:</i></p> <ul style="list-style-type: none"> • Antipodeans Aboard – Vietnam Trip December 2019 <p>Moved: That the Antipodeans Abroad – Vietnam Trip in December 2019 be approved in principal in order than planning can begin. G. Atkins / T. Robinson carried 9 in favour / 0 against</p>

<p>6.7</p>	<p><u>Funding Applications:</u></p> <p>Moved: That the Trustees approve the following sponsorship applications be submitted to Pub Charity.</p> <ul style="list-style-type: none"> • \$10,000 OED Park Tools Master Toolkit • \$4,044 Y12 Geography Tongariro Trip • \$2,192 Social Studies Waitangi Trip • \$2,706 Library Shelving • \$1,760 Basket Balls <p>Moved: That the Trustees approve the following sponsorship applications be submitted to Oxford Sports Trust</p> <ul style="list-style-type: none"> • \$5,800 Y13 Prefect Camp 2019 – Accommodation • \$944 Cricket Trip to Rotorua – Transport • \$4,322 Cricket Trip to Rotorua – Accommodation • \$1,224 First Aid Kits for Sports Department • \$1,424 Basketball Singlets • \$4,576 Drama Blocks • \$696 OED Compasses • \$553 OED Climbing Nuts & Hex • \$979 OED Climbing cams • \$900 OED Carabineers • \$3,730 PE - Tennis Racquets • \$9,651 PE – Weights • \$6,300 PE – Crash Mats <p>Moved: That the Trustees, upon adopting the 2019 Budget, approve the following sponsorship application be submitted to either Oxford Sports Trust or Pub Charity</p> <ul style="list-style-type: none"> • \$27,070 Chromebooks to be used across 6 different curriculum areas <p>(all 3 sponsorship application motions above) T. Robinson / S. Varney carried 9 in favour / 0 against</p>
<p>7</p>	<p><u>Financial Committee</u></p> <ul style="list-style-type: none"> • Finance Minutes 20th November 2018 • Profit & Loss as at 31 October 2018 • Balance Sheet as at 31 October 2018 <p>Moved: That the November Finance Minutes and October Financial Reports be accepted G. Atkins / J. Hewitt carried 9 in favour / 0 against</p>
<p>8</p>	<p><u>General Business</u></p> <ul style="list-style-type: none"> • UE Lit. Report (Don Robertson) This report was to be tabled at this meeting but unavailable. Greg will email to Trustees

	<ul style="list-style-type: none"> • Strategic Plan Greg has received the draft document from Black Cat consulting. This has been forwarded to Karen for review. There are a few adjustments to be made and then it will be emailed to Trustees. Greg advised that part of Karen's PD with Springboard has been to compile a strategic plan. Her completed plan and that produced by Black Cat, align up well.
9	<p><u>Matters for the next meeting</u> None</p>

IN-COMMITTEE:

"Moved "That in terms of Section 48 of the Local Government Official Information and Meeting Act 1987 the public be excluded from the next portion of the meeting because it wishes to discuss matters potentially impacting staff for the reason that discussion of these matters in public would infringe the privacy of a natural person under Section 9 (2) (a) of the Official Information Act 1982."
G. Atkins / T. Robinson Carried

Out of Committee

Moved: That the public be allowed to return to the meeting and the exclusion be lifted
G. Atkins / V. Hill Carried

Meeting Closed: 7.10pm

**Next Meeting:
AGM followed by the regular Trustee meeting
26th February 2019**

Action List:

Flynn	<ul style="list-style-type: none"> • Convey Thank You to students attending Strategic Planning day
Greg	<ul style="list-style-type: none"> • Email to Trustees UE Lit. report • Email to Trustees Strategic Plan document

Confirmation of November Minutes:

Moved: (via email) That the minutes of 27th November 2018 be approved
G. Atkins / T. Robinson carried 7 in favour / 0 against (3 not received)